



United States Department of Agriculture
Food and Nutrition Service

Midwest Region

September 1, 2004

MW S&CNP: SA 09-3

FY 04 School and Community Nutrition Programs Policy Memorandum #04-30
Verification of Income Eligibility – Reauthorization 2004

State Directors
Child Nutrition Programs

This is the Midwest Office transmission of an August 25, 2004 memorandum which you received directly from Stanley Garnett, Director, Child Nutrition Division. The memorandum explained that effective July 1, 2004, school officials verifying income eligibility for free and reduced price meals must allow households to provide documentation of income for any point in time between the month prior to application and the time the household is required to provide income documentation. Although not addressed in the statute, this provision is in response to guidance by the Senate Committee on Agriculture, Nutrition, and Forestry to the Secretary during deliberations on the Child Nutrition and WIC Reauthorization Act of 2004.

The “Eligibility Guidance for School Meals Manual” currently specifies that households selected for verification must document their income information for the most recent month available. That provision in the guidance is now superseded.

This provision is intended to support the concurrent statutory change that provides for full school year eligibility once an initial determination is made. We will update the “Eligibility Guidance for School Meals Manual” to reflect this change.

If you have any questions, please contact our office.

A handwritten signature in black ink, reading "Liza Cowden", is positioned above the typed name and title.

LIZA COWDEN
Acting Regional Director
Special Nutrition Programs